



## CAREERS

Biological Science

Physical Science

Engineering

Environmental policy

Public Administration

Business

## LOCATIONS

- *Washington, DC*
- *Boston, MA*
- *New York, NY*
- *Philadelphia, PA*
- *Atlanta, GA*
- *Chicago, IL*
- *Dallas, TX*
- *Kansas City, KS*
- *Denver, CO*
- *San Francisco, CA*
- *Seattle, WA*
- *Research Triangle, NC*

## United States Environmental Protection Agency Intern Program



### *Our Mission:*

*"...to protect  
human health and  
to safeguard the natural  
environment..."*



### About the EPA Intern Program

The EPA Intern Program at the U.S. Environmental Protection Agency (EPA) is a comprehensive, entry level, *professional, full-time employment* and *career development program* designed to recruit and nurture the next generation of Agency leaders. As a Program participant, you will join an intensive, two-year program to help you "jump-start" your career and develop your potential for future advancement within the Agency.

Attracting and retaining top-notch employees is crucial to the success of EPA. To foster both their personal and professional growth, Interns participate in an on-going, two-year EPA familiarization and career development program. Key developmental components of the Program are:

- A *one-week Orientation Conference* held in Washington, DC;
- *Multiple rotational assignments*, including an opportunity for a two-month rotation to a different geographic location;
- *Individual Development Plans* to serve as road maps for professional and personal development during the Program and beyond;
- *Field studies and site visits* introducing the "hands-on" work of the Agency, such as research, monitoring, environmental clean-up, community involvement, compliance, and prevention activities;
- A *one-week Closing Conference*, featuring team training and environmental studies;
- On-going *mentoring, career development, and networking activities*.

### Applicant Characteristics

The EIP seeks graduates from bachelors and graduate degree programs in a variety of academic majors, including, but not limited to:

*Biological Sciences and Ecology  
Chemistry and Physical Sciences  
Environmental Engineering  
Financial Management  
Public and Environmental Policy*

*Business  
Computer Science  
Environmental Studies  
International Studies  
Public Administration*

In addition, applicants should demonstrate the following:

- *Academic achievement*
- *Leadership potential and teamwork skills*
- *Good citizenship and commitment to a career in public service*
- *Interest in environmental issues*
- *Solid written and verbal communication skills*
- *U.S. citizenship (required)*

## Employment Information

Successful EIP candidates will be offered permanent EPA Intern Program positions as *Environmental Protection Specialists* at the GS-7 level or as *Environmental Scientists* or *Biologists* at the GS-7 or 9, at the EPA Headquarters in Washington, DC, one of ten regional office locations or Research Triangle Park, NC. Starting salaries are **approximately \$30,000 - \$40,000** per year, depending upon a candidate's qualifications, grade level, and location of the position.

As full-time EPA employees, Interns enjoy a *comprehensive Federal compensation package* that includes health and life insurance, Federal retirement program, sick and annual leave, and a Thrift Savings Plan (Federal 401k plan). Quality of Work Life Programs such as Career and Personal Development, Flexible Work Hours, Alternative Work Schedules, and tuition assistance are also available.

## Recruitment and Qualifications

Program positions will be filled using the *Federal Career Intern Program* hiring authority. We also use the *Administrative Careers with America (ACWA)* program, supplemented by the *Outstanding Scholar* authority, and *Selective Placement for People With Disabilities*, as well as others, such as *Peace Corps*, and *Americorps/VISTA*.

The ACWA program provides for entry-level hiring in a large number of professional and administrative occupations. Candidates are evaluated using rating schedules that typically include questions about competencies such as a candidate's relevant training, education, experience, skills, achievements in school, employment, and other activities.

To qualify as an Outstanding Scholar, a candidate must be a college graduate with a *cumulative Grade Point Average (GPA) of 3.45 or better on a 4.0 scale for all undergraduate course work* or must graduate in the upper 10 percent of his or her undergraduate class or major university subdivision. You should include this documentation with your application package.

## Other Information

The 2004 EPA Intern Program vacancy tentatively will be posted **March 29 - April 9, 2004, on the EPA EZhire website at [www.epa.gov/ezhire](http://www.epa.gov/ezhire) and the Office of Personnel Management's website at [www.usajobs.opm.gov](http://www.usajobs.opm.gov)**

Approximately 90 applicants may be invited to Washington, DC, for the EIP Interview Process to be held June 21 - 24, 2004, with travel expenses paid by EPA. We anticipate hiring approximately 50 EPA Interns for the EIP Class of 2004. Interns will come on board in Fall 2004.

For more information about the EPA Intern Program, please call or write to the EIP Team at:

**Jamie Langlie, EIP Program Manager, at 202-564-7576**  
**Charlene Monroe 202-564-0228**  
**Kent Smith at 202-564-7908**  
**Patricia Midgett at 202-564-7769**

Our e-mail address is: [EPA-InternProgram@epa.gov](mailto:EPA-InternProgram@epa.gov)

**EPA Intern Program – MC #3615M**  
**U.S. Environmental Protection Agency**  
**Institute for Individual and Organizational Excellence**  
**Office of Human Resources and Organizational Services**  
**1200 Pennsylvania Avenue, NW, Washington, DC 20460**



*All applicants for Federal employment receive consideration without regard to race, religion, color, national origin, sex, political affiliation, age (with authorized exceptions), sexual orientation, or any other non-meritorious factors. U.S. Citizenship is required.*